



Department of
General Services

Building Positive Supplier Relationships

Objectives

- **Building Supplier Relationships**
- **Managing Conflicts with Suppliers**
- **Creating Solutions**
- **Supplier Onboarding**
- **CPO Resources for Assistance**

Building Supplier Relationships

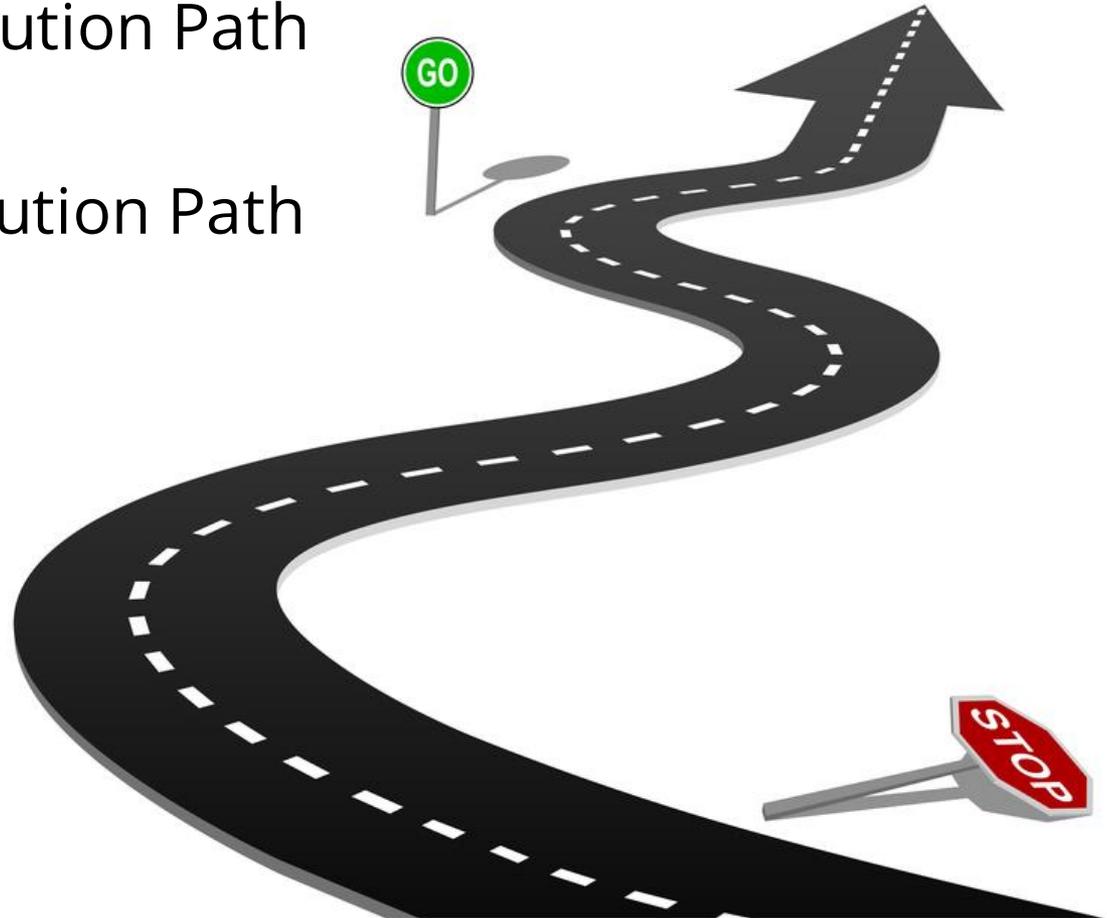


Failure to develop supplier relationships



When to contact CPO

- Minor Conflict Resolution Path
- Major Conflict Resolution Path



Creating Solutions

- Acceptable and reasonable to both parties
- Be cordial and accommodating
- Avoid escalating issue to CPO (when possible)



CPO Resources for Assistance

- **Swc.cpo@tn.gov**
- **Edison Supplier Portal**
 - [Guest \(tn.gov\)](#)
- **Usage Instructions**
 - [Statewide Contract Instruction \(SWC\) \(tn.gov\)](#)

Supplier Onboarding

TN Tennessee
State Government

Announcement: Update Supplier Commodity Codes

[Instructions to Update Supplier Commodity codes](#)

[Supplier Commodity Codes Spread Sheet](#)

Please do not use *Google Chrome* when using the Edison Supplier Portal. Under this browser, you will see issues with how pages are displayed and uploading documents. Please use either *Mozilla Firefox* or *Internet Explorer*. We apologize for this inconvenience.

Events	Personalize	Find	First	1-10 of 10	Last
Event Name▼					
Water Treatment Service at MBMHI					
TDOT Wetland Compensatory Mitigation Credits					
TDOH - Pipette Calibration Services					
TDOC Parole Officer Uniforms					
MTMHI - Nursing Services					
DIDD West TN Generator Maintenance					
Chemical Waste Disposal					
Building Vibration Monitoring					
Bath/Kitchen Renovation for Roan Mt. State Park					
AlvinYork_GristmillSiding					

See all of my events



Click on [Sign In](#) to login to the Edison Supplier Portal.

Looking to do business with the State of Tennessee?

To do business with the State of Tennessee, you MUST:

→ [Register as a Supplier](#)

- To help ensure your registration is completed accurately and to help avoid processing delays, click [here](#) for the Edison Supplier Portal Registration Manual.
- The IRS W-9 required to be attached to the registration can be found at this link: [IRS-W9 Form](#).

AFTER you receive a Supplier ID, you may complete a [Supplier Direct Deposit Authorization Form](#) to have payments conveniently deposited into your account with your financial institution. Section 4 MUST be completed by your financial institution. The original form MUST be mailed to the address at the top right of the form.

If you have a Supplier ID and need new or additional Edison Access IDs, click [Create New User Accounts](#). Your Tax Identification Number is required.

For international bidders, please contact Supplier Maintenance at 615-741-9745 or email Supplier.Maintenance@tn.gov.



TM

Questions?